

Town Manager's Monthly Report for August 2020



TOWN MANAGER'S UPDATE ...

- Attended SCAT Steering Committee via web on August 7, 2020.
- Attended Charter and Ordinance Committee on August 7, 2020.
- Attended Council Organizational Meeting on August 10, 2020.
- Attended Pedestrian Safety Committee on August 13, 2020.
- Attended DFIT Telephonic Claims Review Committee meeting on August 13, 2020.
- Attended Building Committee on August 14, 2020.
- Staff and I discussed and implemented opening the park with Covid precautions put in place.
- Attended City Manager's meeting via web on August 20, 2020.
- Attended various sidewalk meetings (in person and virtually) with property owners the week of August 24, 2020. Meetings went well. We received two comments of concern regarding liability insurance during construction.
- On August 27, 2020, toured with Sussex Conservation District as they completed their inspection at 1501 Coastal Highway and discussed the sinkhole located near Maryland Avenue on private property.
- Attended the Council meeting on August 28, 2020.

UPDATES FROM DEPARTMENTS

Sidewalks

- Representative Gray was able to include \$250,000 in the State's FY 2020 bond bill for Coastal Highway Sidewalks – June 2019.
- In Fall 2019, we have received approval from the State to begin work.
- We were pleased to learn the Fenwick Island sidewalks are part of the Proposed FY21 to FY 26 DeIDOT Capital Transportation Program. The sidewalk project was ranked 13 out of 116 projects. We attended the public hearing in Georgetown to encourage the project be moved up. Planning and Engineering are scheduled to start in July 2023, right-of-way work will begin in July of 2025 with construction beginning most likely in July 2026.
- We are seeking proposals for engineering work on a five-block sidewalk project scheduled to begin in Fall of 2020.
- Met on October 8, 2019 to discuss Kercher proposal.
- Met on November 20, 2019 to discuss Century Engineering proposal.
- We are recommending the Century Engineering proposal be accepted.
- Kick off meeting was held on January 28, 2020.
- CTF funding approved and equipment ordered.
- Initial Plans were presented in May2020.
- Fenwick Island Sidewalks are still in the DeIDOT Capital Transportation Program; however, they have been moved to FY 2026 and are ranked 26th.

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- We are working with Century Engineering to pursue a TAP grant.
- Along with Committee Chair Carmean, Council member Weistling and Sonia Marichic-Goudy of Century Engineering (virtually) met on July 21, 2020, with Senator Hocker and Representative Gray to discuss support for the sidewalk project.
- Discussion meetings were held with all but one affected property owner the week of August 24, 2020. A letter discussing the impact of the sidewalk to the property was sent to the one property owner who declined to meet.
- Follow-up letters were sent to the property owners in August 2020. Two responded with concerns regarding liability during construction. Those concerns were addressed. The Town requires any contractor working for the Town to provide proof of liability and workers compensation insurance.
- Staff will be working on requesting letters of support from the property owners by the end of September.

Dredging

- We are currently working on an MOU with Freeman Companies and exploring Engineering firms.
- We are currently seeking proposals from two engineering firms.
- Met with members of the Dredging Committee to interview two engineering firms regarding the dredging project on July 1 and July 3, 2019.
- Anchor QEA of Lewes, DE was selected for the engineering work on the dredging project.
- A kick-off meeting with our engineer, Anchor QEA, Freeman and Company was held on October 16, 2019.
- The site visit was held on October 28, 2019.
- Engineering work is currently being conducted.
- Along with Council members Merritt, Weistling, Consultant Tony Pratt, met with Anchor on March 9, 2020 to discuss project and next steps.
- On June 26, 2020, Council approved spending up to \$6,000 for a bathymetric survey of Little Assawoman Bay.
- Met virtually on, July 10, 2020, with Steve Bagnall of Anchor QEA to discuss dredging project.
- Met virtually on, July 21, 2020, with Steve Bagnall of Anchor QEA to discuss and update the Dredging Committee on the dredging project.

Corona virus

- Adopted Covid-19 leave policy.
- Adopted telework policy and form.
- Investigated teleconferencing tools.
- Drafted checklist for teleconferencing meetings.
- Drafted script for teleconferencing Council meetings.
- Coordinated efforts to continue operations remotely.
- Coordinated staff safety measures – alternating staff remote working and in office.

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- Secured buildings.
- Stocked supplies to reopen safely.
- Developed re-opening procedures for Beach, Town offices and facilities.
- We have opened the beaches.
- Council adopted a resolution on May 29, 2020, allowing additional outdoor seating at restaurants and outdoor sale areas.
- Council adopted a resolution on June 24, 2020, allowing farm produce stands in Fenwick Island when certain conditions are met.
- Council extended the Covid policy until December 31, 2020 at their August 2020 Council meeting.